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| Arizona Department of Health Services Office for Children with Special Health Care Needs Children's Rehabilitative Services Administration | Effective Date: 03/01/2007 |
| SUBJECT: Medical and Utilization Management | SECTION: MM/UM 1.10 |

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| SUBTITLE: CRSA Clinical Practice Guidelines Review |
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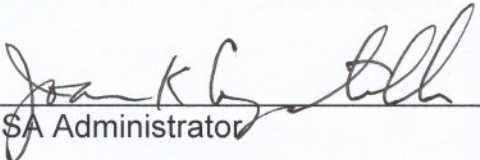
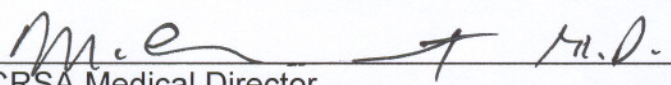
POLICY:

Children's Rehabilitative Services Administration (CRSA) will review CRSA Clinical Practice Guidelines, at a minimum, on an annual basis.

PROCEDURE:

- 1) Annually, the CRSA Medical Director reviews, revises, and makes recommendation for new CRSA Clinical Practice Guidelines.
- 2) A literature search is conducted to support the revision and development of CRSA Clinical Practice Guidelines.
- 3) The CRSA Medical Director uses his/her discretion to seek professional sub-specialist recommendation and review of the CRSA Clinical Practice Guidelines.
- 4) Input is sought from the Children's Rehabilitative Services (CRS) Regional Contractors regarding revision and development of the CRSA Clinical Practice Guidelines.
- 5) The CRSA Medical Director incorporates recommended changes to the applicable CRSA Clinical Practice Guidelines.
- 6) As determined necessary by the CRSA Medical Director, new and revised CRSA Clinical Practice Guidelines are forwarded to the CRSA Chief Financial Officer for cost analysis.
- 7) The revised guidelines are presented to the MM/UM Committee for approval and then to CRSA Executive Committee for final approval.
- 8) New and revised CRSA Clinical Practice Guidelines are presented at the CRS Regional Contractors Medical Directors/Administrators meeting and are then incorporated by amendment to the CRS Regional Contractors' contracts.

- 9) CRSA requires CRS Regional Contractors to disseminate new and revised CRSA Clinical Practice Guidelines to their providers, per CRS Regional Contractors Policy and Procedural Manual, Chapter 80.408.
- 10) CRSA monitors the CRS Regional Contractors' process for dissemination and implementation of CRSA Clinical Practice Guidelines during the Annual Administrative Review.

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| Approved: | Date: |
|  CRSA Administrator | <u>3/1/07</u> |
|  CRSA Medical Director | <u>3/2/07</u> |
| The Primary Position of Responsibility for this policy is the Office for Children With Special Health Care Needs. Users are encouraged to suggest improvements regarding this policy and procedure. | |